

U.S. Department of State

Program Office: Office to Monitor and Combat Trafficking in Persons, International Programs
Opportunity Title: J/TIP FY 2014 International Programs to Combat Trafficking in Persons
Announcement Type: Request for Statements of Interest (RSOI)
Funding Opportunity: AT-ATC-14-001
Deadline for Applications: Monday, November 18, 2013, 5:00 p.m.

EXECUTIVE SUMMARY:

The Department of State's Office to Monitor and Combat Trafficking in Persons (TIP Office) is announcing an open competition for fiscal year 2014 funding of projects to combat trafficking in persons outside of the United States. The first stage of competition begins with this solicitation for a two-page Statements of Interest (SOI) from eligible organizations interested in submitting proposals for projects that address the country-specific requirements identified in this solicitation, which are based on the 2013 Trafficking in Persons Report (TIP Report). In the second stage of competition, the TIP Office will invite selected applicants to submit full proposals that expand upon their capability to perform the project proposed in their SOI. United States-based and foreign non-profit, non-governmental organizations (NGOs), and institutions of higher education are eligible to apply. For-profit organizations are eligible to apply, but will not be allowed to generate a profit from grant-funded activities. Public international organizations (PIOs) are not eligible to apply under this solicitation. The countries included in this RSOI are: Liberia, Mozambique, Swaziland, Mongolia, Thailand, Albania, Iraq, India, Pakistan, Belize, Guyana, Mexico, Paraguay, Peru, and Uruguay, as well as three research priorities. Pending the availability of appropriated funds, the TIP Office anticipates awarding grants of up to \$750,000 per project. All SOIs must be submitted via www.grantsolutions.gov OR www.grants.gov by 5:00 p.m. Eastern Standard Time (EST) on Monday, November 18, 2013 to be eligible for consideration.

BACKGROUND

The Trafficking Victims Protection Act of 2000 (Div. A, P.L. 106-386), as amended (TVPA), authorized the establishment of the TIP Office in the U.S. Department of State. The TIP Office leads the United States' global engagement on the fight against human trafficking and seeks **partnerships** with foreign governments, civil society, and multilateral organizations to combat modern slavery utilizing the "3 Ps" strategy: **preventing** trafficking in persons, **protecting** and assisting trafficking victims, and **prosecuting** traffickers. Through targeted foreign assistance, the TIP Office funds programs that address human trafficking, the act of obtaining or maintaining another person in compelled service. This includes forced labor, sex trafficking, bonded labor, involuntary domestic servitude, forced child labor, and the unlawful recruitment and use of child soldiers.

The TVPA requires that the Department of State submit an annual assessment of governments' efforts to address trafficking in persons (TIP). The TIP Report, published in June each year, is an important diplomatic tool in the Department's dialogue with other governments and also serves as the guide on U.S. foreign assistance for governments and NGOs in countries working to eradicate trafficking. The 2013 TIP Report, available at <http://www.state.gov/j/tip/rls/tiprpt/2013/index.htm>, includes tier rankings and country-specific recommendations for 188 countries and territories.

The 2013 TIP Report noted that, since the UN's Palermo Protocol was signed and the TVPA enacted into law, most countries (157) have become parties to the Protocol, have passed laws criminalizing all forms of human trafficking, and have begun to develop victim assistance mechanisms. Nonetheless, the number of victims identified, victims assisted, and traffickers convicted remains low. The challenge of this decade is for governments to fully implement the legal and programmatic frameworks that have been created and for those remaining governments not party to the Palermo Protocol to ratify it.

Through this solicitation and in keeping with the country-specific recommendations in the TIP Report, the TIP Office seeks to fund programs that help foreign governments enforce laws to combat human trafficking and expand victim assistance services; demonstrate model approaches to combating human trafficking; and add to existing knowledge and

understanding of how best to eradicate this form of modern slavery through comprehensive research and evaluation.

Information on the U.S. government's international anti-trafficking efforts to combat human trafficking is available at <http://www.state.gov/j/tip/response/index.htm>. A list of programs that the TIP Office recently funded is available at: <http://www.state.gov/j/tip/intprog/index.htm>.

2014 GRANT COMPETITION OVERVIEW

The TIP Office allocates a portion of its foreign assistance funds through an open two-stage competitive process that begins with an annual solicitation for applications each fiscal year. The tremendous interest globally in anti-trafficking program support has significantly increased the level of competition for funding. In 2013, the TIP Office received funding requests from NGOs requesting a total of \$95 million in funding.

This solicitation announces the first stage of the 2014 grant competition. Applicants may submit a SOI, a two-page summary of a proposed project that includes the information described below. Following a technical review and an interagency competitive review panel, selected applicants will be invited to submit full proposals that expand upon their SOIs. These second-stage proposals will then be reviewed by the TIP Office and considered for funding.

The global trends and country-specific recommendations listed in the narratives of the 2013 TIP Report guide anti-trafficking programming under this announcement and inform the country-specific requirements found below. Applicants must address these requirements in their applications in order to be considered for funding.

Pending the availability of appropriated funds, the TIP Office anticipates awarding grants of up to \$750,000 for project periods of up to 36 months to successful applicants in the second stage of this competition.

U.S.-based and foreign non-profit and NGOs and accredited educational institutions are eligible and encouraged to submit SOIs. For-profit organizations are also eligible to submit SOIs; however, organizations may not generate a profit from grant-funded activities.

FUNDING PRIORITIES

Generally, the TIP Office prioritizes foreign assistance in countries ranked as Tier 3, Tier 2 Watch List, and in some cases, Tier 2, where governments lack the economic resources or anti-trafficking expertise to effectively address the problem.

Given the limited funding planned, the TIP Office has identified 15 countries for this solicitation based on a review of the TIP Report tier rankings from the past two years; consultation with other offices in the Department; and consideration of recent anti-trafficking program funding from this office, other U.S. government agencies, or other donors. The TIP Office recognizes that some countries with significant trafficking problems and a need for assistance may not be among the 15 countries identified in this solicitation (Liberia, Mozambique, Swaziland, Mongolia, Thailand, Albania, Iraq, India, Pakistan, Belize, Guyana, Mexico, Paraguay, Peru, and Uruguay). .

The TIP Office is only interested in SOIs for countries that are specifically named for funding consideration in this solicitation, and these SOIs must be responsive to the country-specific requirements listed below the respective country. **SOIs for projects taking place in countries that are not identified in this solicitation or that do not address a priority objective for an identified country will be rejected during the technical review process.**

The country-specific requirements for funding consideration listed below will guide anti-trafficking program decisions under this announcement. The TIP Office is interested only in proposals that address these identified needs. Strong partnerships involving NGOs and multilateral organizations and government agencies that promote sustainable institutional development and ongoing structural impact are encouraged. The TIP Office also encourages applicants to submit proposals that take innovative approaches to combating TIP.

Applicants are reminded that the intended beneficiaries of our work are trafficked persons or persons at risk of being trafficked; these groups are inherently vulnerable and are often targeted because of one or more

vulnerabilities. These groups may include women and those vulnerable to gender-based violence; children; lesbian, gay, bisexual, or transgender (LGBT) individuals; the elderly; the sick; the disabled; and other minorities. Applicants are encouraged to practice inclusivity in developing project plans for vulnerable and underserved populations. Please review the Additional Information section at the end of the solicitation for further details about the Department of State's guidelines concerning vulnerable populations.

The countries and regions selected for funding consideration in this solicitation are listed below. The TIP Office has selected 15 countries from six regions and three research priority areas in which projects will be considered for funding under this solicitation.

Africa Region (AF)

1. The TIP Office seeks to fund programs in **Liberia** that will:

- Support the establishment and institutionalization of a national referral mechanism
- Enhance victim protection

In order to address these needs, projects should:

- Develop and implement protocols and standard operating procedures for the identification and referral of victims to services.
- Train all stakeholders in these protocols and procedures.
- Provide comprehensive victim services, including shelter care and other recovery services such as medical care, psychological, psychosocial, and legal counseling; and economic support for the successful rehabilitation and reintegration of victims of trafficking.

2. The TIP Office seeks to fund programs in **Mozambique** that will:

- Enhance victim protection

In order to best address this need, projects should:

- Provide comprehensive victim services, including shelter care and other recovery services such as medical care, psychological, psychosocial, and legal counseling; provide economic support for the successful rehabilitation and reintegration of victims of trafficking. Special attention should be paid to providing emergency shelter services for victims.

3. The TIP Office seeks to fund programs in **Swaziland** that will:

- Enhance victim protection

In order to best address this need, projects should:

- Provide comprehensive victim services, including shelter care and other recovery services such as medical care, psychological, psychosocial, and legal counseling; provide economic support for the successful rehabilitation and reintegration of victims of trafficking. Special attention should be paid to providing emergency shelter services for victims.

East Asia and Pacific Region (EAP)

1. The TIP Office seeks to fund programs in **Mongolia** that will:

- Enhance victim protection

In order to best address this need, projects should:

- Develop and implement protocols and standard operating procedures for the identification and referral of victims to services. Special attention should be paid to guiding government officials in the understanding and implementation of these procedures.
- Encourage persons witnessing or experiencing cases of exploitation to seek assistance.
- Conduct outreach in communities surrounding extractive industries, factories, and near the borders; in rural schools, hospitals, hotels, on public transportation systems, and in the service sectors to disseminate information on worker rights as well as legal penalties for labor or sex trafficking.

2. The TIP Office seeks to fund programs in **Thailand** that will:

- Enhance victim protection

In order to best address this need, projects should:

- Provide comprehensive victim services, including shelter care and other recovery services such as medical care, psychological, psychosocial, and legal counseling; provide economic support for the successful rehabilitation and reintegration of victims of trafficking. Special attention should be paid to victims of trafficking among Thailand's most vulnerable populations, including migrants and members of tribal communities.

- Work with appropriate government agencies to ensure victims are properly identified as such, and not simply treated as illegal migrants or law breakers.

Europe Region (EUR)

1. The TIP Office seeks to fund programs in **Albania** that will:

- Conduct multi-disciplinary and multi-sectoral trainings on victim-centered investigations and prosecutions of TIP cases
- Enhance victim protection

In order to best address these needs, projects should:

- Train government officials, law enforcement officers, prosecutors, and judges on victim-centered investigation and prosecution of TIP cases.
- Ensure the coverage of training for each stakeholder is sufficiently broad-based to minimize the effect of personnel turnover and ensure continuity and knowledge transfer to individuals new to the group; develop TIP training modules to be inserted into standard training for new hires.
- Work with appropriate government agencies to develop better coordination among ministries and to ensure consistent implementation of protocols and standard operating procedures for the identification and referral of victims to services; ensure victims are properly identified as such, and not as perpetrators or suspects.

Near East Region (NEA)

1. The TIP Office seeks to fund programs in **Iraq** that will:

- Strengthen the legal framework to combat TIP

In order to best address this need, projects should:

- Support the implementation of the national parliament's (Baghdad) anti-trafficking law.
- Support the enactment of legislation in the Kurdish region that would prohibit and adequately punish all forms of trafficking, consistent with the Palermo Protocol.

South and Central Asia Region (SCA)

1. The TIP Office seeks to fund programs in **India** that will:

- Raise awareness on the issue of TIP

In order to address this need, projects should:

- Develop and conduct a broad, transformative public awareness campaign that spurs action in targeted provinces on bonded labor and domestic servitude, and disseminate information on the available legal remedies.
- Sensitize legislatures, provincial and district administrators, and law enforcement in order to rescue and restore victims, and prosecute traffickers.
- Build the capacity of local NGOs and develop a transformative grassroots movement that spurs action against bonded labor and domestic servitude.

2. The TIP Office seeks to fund programs in **Pakistan** that will:

- Enhance victim protection

In order to best address this need, projects should:

- Establish a victim identification and referral system.
- Provide protection services to victims, including by facilitating access to victim rehabilitation programs under Pakistan's "Bonded Labor Fund."

Western Hemisphere Region (WHA)

1. The TIP Office seeks to fund programs in **Belize** that will:

- Conduct multi-disciplinary and multi-sectoral trainings on victim-centered investigations and prosecutions of TIP cases

In order to best address this need, projects should:

- Train government officials, law enforcement officers, prosecutors, and judges on victim-centered investigation and prosecution of TIP cases.

2. The TIP Office seeks to fund programs in **Guyana** that will:

- Enhance victim protection
- Raise awareness on the issue of TIP

In order to best address this need, projects should:

- Build the capacity of local NGOs and develop a transformative grassroots movement against TIP. Special attention should be paid to strengthening civil society efforts, sensitizing stakeholders to TIP, and broadening the number of actors working to combat TIP.

3. The TIP Office seeks to fund programs in **Mexico** that will:

- Enhance victim protection

In order to best address this need, projects should focus on the following:

- Provide comprehensive victim services, including shelter care and other recovery services such as medical care, psychological, psychosocial, and legal counseling; provide economic support for the successful rehabilitation and reintegration of victims of trafficking.

4. The TIP Office seeks to fund programs in **Paraguay** that will:

- Enhance victim protection

In order to best address this need, projects should focus on the following:

- Provide comprehensive victim services, including shelter care and other recovery services such as medical care, psychological, psychosocial, and legal counseling; provide economic support for the successful rehabilitation and reintegration of victims of trafficking. Special attention should be paid to including services for victims of internal TIP.

5. The TIP Office seeks to fund programs in **Peru** that will:

- Enhance victim protection
- Conduct multi-disciplinary and multi-sectoral trainings on victim-centered investigations and prosecutions of TIP cases

In order to best address this need, projects should focus on the following:

- Provide comprehensive victim services, including shelter care and other recovery services such as medical care, psychological, psychosocial, and legal counseling; provide economic support for the successful rehabilitation and reintegration of victims of trafficking. Special attention should be paid to providing specialized shelter services for victims, including for victims of forced labor.

6. The TIP Office seeks to fund programs in **Uruguay** that will:
- Enhance victim protection
 - Support the establishment and institutionalization of a national referral mechanism
 - Conduct multi-disciplinary and multi-sectoral trainings on victim-centered investigations and prosecutions of TIP cases

In order to best address this need, projects should:

- Develop and implement protocols and standard operating procedures for the identification and referral of victims to services.
- Train government officials, law enforcement officers, prosecutors, and judges on victim-centered investigation and prosecution of TIP cases.

Research

The TIP Office seeks to fund research in the following areas:

1. A study in **East Asia** on the prevalence of human trafficking in the **seafood industry, including aquaculture.**
2. A study in **Mexico and the Northern Triangle** on **forced organized crime activities, such as selling and/or transporting drugs, and committing murder, etc.**
3. A **regional or global study** that illustrates **best practices in TIP data collection**, using cross-cutting examples from various countries.

APPLICANT/ORGANIZATION CRITERIA

United States-based and foreign NGOs, institutions of higher education, and for-profit organizations are eligible to apply. For-profit organizations, including small and disadvantaged businesses, may apply, but such organizations may not generate a profit from activities funded by the TIP Office. PIOs will not be funded under this solicitation. Please note that although PIOs are not eligible to apply, they may be included as sub-grantees or contractors to eligible NGOs. Foreign governments are not eligible to apply, but governments may be beneficiaries of funded programs,

provided that funding does not pay salaries of government agency personnel and that such assistance is not restricted by U.S. law or policy.

Organizations are permitted to submit multiple applications; however, the TIP Office intends to provide funding to a wide range of qualified, capable organizations that perform well in the competitive review. Those who submit multiple applications are reminded to tailor each application to their organization's particular strengths and country-specific experience.

The TIP Office recognizes the important role of civil society leadership in combating human trafficking and thus encourages U.S.-based NGOs and institutions of higher education to partner with foreign NGOs and academic counterparts that have a significant role in improving the response to human trafficking. Community, women's, and faith-based NGOs, as well as Historically Black Colleges and Universities, Hispanic Serving Institutions, and Tribal Colleges and Universities are encouraged to apply. Applicant organizations should have demonstrated experience administering successful projects, preferably in the identified country and/or region, and in human trafficking or in similarly challenging program areas.

TECHNICAL REQUIREMENTS FOR SOI SUBMISSIONS

All SOIs will be screened to determine whether they meet the technical requirements listed below. SOIs that do not meet these technical requirements will not be considered for funding.

Technical Requirements: Statements of Interest (SOI) MUST include these two parts. Do not submit additional documents. No additional documents will be reviewed.

1. The SF-424 and SF-424B forms; and
2. A two-page document written in English in Times New Roman or Arial 12-point font with the amount requested in U.S. dollars.

*Note: The font-size requirement is designed to ensure that all applicants have an equal opportunity to present their ideas in the SOI. Thus, the entire SOI must be in a 12-point font, including charts. Organization logos, headers, footnotes, and other wording in small fonts that do not meet the 12 point font requirement should not be included. **Please double check your submission to ensure the font size is correct.***

Instructions for completing the SF-424 and SF-424B forms

Complete the SF-424 and SF-424B forms as described in the instructions provided through www.grantsolutions.gov or www.grants.gov.

In addition, the following specific information may be helpful when completing the fields of the SF-424.

1. Type of Submission: Application
2. Type of Application: New
3. Date Received: Leave blank. This will automatically be assigned.
4. Applicant Identifier: Leave blank
- 5a. Federal Entity Identifier: Leave blank
- 5b. Federal Award Identifier: Leave blank
6. Date Received by State: Leave blank. This will automatically be assigned.
7. State Application Identified: Leave blank. This will automatically be assigned.
- 8a. Enter the legal name of the applicant organization. Do NOT list abbreviations or acronyms unless they are part of the organization's legal name.
- 8b. Employer/Taxpayer ID Number: Non-U.S. organizations enter 44-4444444
- 8c. Enter organizational DUNS number (Data Universal Numbering System). Organizations can request a DUNS number at <http://fedgov.dnb.com/webform>
- 8d. Enter the address of the applicant
- 8e. Enter the name of the primary organizational unit (and department or division, if applicable) that will undertake the assistance activity, if applicable
- 8f. Enter the name, title, and all contact information of the person to be contacted on matters involving this application
9. Select an applicant type (type of organization)
10. Enter: Office to Monitor and Combat Trafficking in Persons
11. Select: 19.019
12. Enter the Funding Opportunity Number and title. This number will already be entered on electronic applications.
13. Enter the Competition Identification Number and title. This number will already be entered on electronic applications.

14. Areas Affected by Project: List the country or countries where project activities will take place in alphabetical order
15. Enter the title of your proposed project (if necessary, delete pre-printed wording)
16. Congressional districts of Applicant and Program: If based in the U.S., applicant should enter congressional district; if unknown or a foreign applicant please enter "90." In box 16(b) for congressional district of program please enter "90."
17. Enter the start date of October 1, 2014 and your projected end date
18. (18a) Enter the amount requested for the project described in the SOI under "Federal"; (18b) enter any cost-share under "Applicant". Otherwise, use zeros.
19. Enter "c"
20. Select the appropriate box. If you answer "yes" to this question you will be required to provide an explanation.
21. Enter the name, title, and all contact information of the individual authorized to sign for the application on behalf of the applicant organization.

SOI Content:

The two-page SOI should include the following information:

1. A brief description of the applicant organization and partner or partners, previous work in the country/region where the work would be performed, and previous work to combat human trafficking. Information should clearly demonstrate the organization's record and capacity and may include previous grant management experience. A general organizational history is not required.
2. A description of how the project meets the TIP Office's funding priorities, as described in this announcement.
3. A project description, including goals and objectives, intended beneficiaries, and duration.
4. Project outcomes, deliverables, and performance indicators.
5. The amount of funding requested in U.S. dollars. If cost sharing is proposed, include the amount of the proposed cost share in U.S. dollars. No other budget figures are requested or required.

THE COMPETITIVE REVIEW PROCESS

All SOIs will be screened to determine whether they meet the technical requirements stated in this announcement. SOIs that do not meet the technical review requirements listed above will not be considered for funding.

Those SOIs that pass the technical review will be reviewed and rated by a panel comprised of individuals with knowledge and experience in human trafficking programming and regional expertise. The assessment will be based on how well the proposed project meets the country-specific requirements outlined in this announcement and addresses the information described in the “SOI Content” section above.

The review panel members will use the following criteria when evaluating SOIs:

-- Organizational Capability and Record of Performance

The TIP Office will consider the past performance of prior recipients and the potential of new applicants. Strong knowledge of TIP issues and the trafficking context in the country where the project would take place should be demonstrated. Applicants should describe key partnerships that will be employed to achieve proposed goals and objectives.

-- Quality of Project Idea

The SOI should be responsive to country-based needs identified in this solicitation and articulated in the TIP Report. Innovative projects that provide novel ideas in the fight against trafficking are also encouraged.

-- Program Goals/Objectives

The SOI should demonstrate a logical approach and present project objectives that are measurable and achievable during the project period.

-- Project Outcomes, Deliverables, and Performance Indicators

Output and outcome indicators should be clearly linked to project goals and objectives. The SOI should clearly describe the potential impact on the TIP situation in the target country or region.

-- Sustainability and Partnerships

Applicants should describe how their project plan ensures sustainability and long-term impact; explain how their work will complement recent and ongoing efforts in-country; and highlight any key partnerships that will be employed to achieve proposed goals and objectives.

-- Requested Amount and Cost Share

Cost effectiveness as it relates to the scope of the proposed project will be assessed. Cost share is considered a positive as it can enhance the potential scope and impact of the project beyond the period of the TIP Office's funding.

Following this panel review, the TIP Office will invite highly rated applicants to submit full proposals that expand on the SOI; this is the second stage of the competitive grant process. Once notified, applicants will have 30 days to submit a full proposal under a limited competitive announcement.

Full proposals will then be reviewed by members of the TIP Office, and recommendations regarding projects to fund will be made to the Ambassador-at-Large to Monitor and Combat Trafficking in Persons. The Ambassador, before making final recommendations, will consider bilateral, regional, and global factors, as well as any policies, restrictions, or limitations on U.S. assistance that may apply to each country or region involved. The Ambassador's recommendations will be forwarded to the Director of U.S. Foreign Assistance; final approval and Congressional Notification must take place before each grant or cooperative agreement is awarded.

DEADLINE AND SUBMISSION INSTRUCTIONS

All SOIs must be submitted via www.grantsolutions.gov OR www.grants.gov by **5:00 p.m. Eastern Standard Time (EST) on Monday, November 18, 2013**. The TIP Office will **not** accept proposals submitted via email, fax, the postal system, delivery companies, couriers, or U.S. embassies. Applicants may submit more than one application; however, each application should be submitted only once.

Applicants are strongly encouraged to initiate electronic applications **early** in the application development process, and to submit before the due date or

early on the due date. This will aid in addressing any problems with submissions prior to the application deadline. No exceptions will be made for organizations that have not completed the necessary steps to submit applications on www.grantsolutions.gov or www.grants.gov.

Applications Submitted Through www.grantsolutions.gov

Applicants are encouraged to submit applications via www.grantsolutions.gov.

Organizations using www.grantsolutions.gov for the first time should register on the www.grantsolutions.gov site to create a New Applicant account as soon as possible. This process must be completed before an application can be submitted. To register with www.grantsolutions.gov, follow the “First Time Applicants” link and complete the “GrantSolutions.gov New Applicant Sign Up” application form. Organizations that have previously used www.grantsolutions.gov do not need to register again. If an organization that has previously used GrantSolutions.gov is not able to access the system, please contact Customer Support for help in gaining access: help@grantsolutions.gov or call 1-866-577-0771.

A valid Data Universal Numbering System (DUNS) number is required for submission of an application on grantsolutions.gov. Organizations should verify that they have a DUNS number or take the steps needed to obtain one as soon as possible. Instructions for obtaining a DUNS number can be found at <http://fedgov.dnb.com/webform>.

Please apply for a registration with the System for Award Management (SAM) at the time you submit your Statement of Interest. *Prior to July 2012, this functionality was handled by the Central Contractor Registration (CCR).* Applicants who are selected for foreign assistance funding will be required to have an active registration in sam.gov. Although registration is not required prior to submitting an application via www.grantsolutions.gov, we ask all interested applicants to register their organization at sam.gov as soon as possible to avoid any future delays. Organizations who have used SAM previously should note that in order to maintain an active registration, users must log into their SAM account at least once every 13 months (395 days). If your account has become inactive, please reactivate your account at the time of your SOI application.

Electronic applications submitted via www.grantsolutions.gov must contain the SF-424 online forms (completed) and the SOI document (Project Narrative) specified in the application kit. No additional documents should be uploaded. The preferred document formats for the uploaded SOI are .doc or .docx. Applicants should wait until the upload shows the status as “Successful” before moving to the next part of the application kit.

Upon completion of a successful electronic application submission, the Grant Solutions system will provide the applicant with a confirmation page indicating the date and time (Eastern Standard Time) of the electronic application submission as well as an official Application Number. This confirmation page will also provide a listing of all items that constitute the final application submission. Please print this page for your records.

For assistance with www.grantsolutions.gov please contact Customer Support at help@grantsolutions.gov or call 1-866-577-0771 (toll charges for international callers) or 1-202-401-5282. Customer Support is available 8 AM – 6 PM EST, Monday – Friday, except federal holidays.

Applications Submitted Through www.grants.gov

Applicants who do not submit applications via www.grantsolutions.gov may submit via www.grants.gov.

A valid DUNS number and a SAM registration are both required prior to submitting an application via www.grants.gov.

Organizations should verify that they have a DUNS number or take the steps needed to obtain one as soon as possible. Instructions for obtaining a DUNS number can be found at <http://fedgov.dnb.com/webform>.

Please apply for a registration with SAM as soon as possible. Applicants who are selected for foreign assistance funding will be required to have an active registration in sam.gov. Organizations who have used SAM previously should note that in order to maintain an active registration, users should log into their SAM account at least once every 13 months (395 days). If your account has become inactive, please reactivate your account at the time of your SOI application. Instructions for registering with SAM can be found at www.sam.gov. *Prior to July 2012, this functionality was handled by the Central Contractor Registration (CCR).* Instructions on how to

register with SAM are also available at:
http://www.grants.gov/applicants/org_step2.jsp.

Electronic applications submitted via the www.grants.gov must contain the online SF-424 forms and the SOI (Project Narrative). Upon completion of a successful electronic application submission on www.grants.gov, the applicant will receive an email confirmation that the application has been successfully submitted and is in the process of verification. The applicant will then receive another email confirming that the application has been verified. Both emails are provided by www.grants.gov to verify that an application was received. Please print these emails for your records.

For assistance with www.grants.gov, please call the Contact Center at 1-800-518-4726 or email support@grants.gov. The Contact Center is available 24 hours a day, seven days a week, except federal holidays.

ADDITIONAL INFORMATION

This call for SOIs will appear on www.grantsolutions.gov, www.grants.gov, and the TIP Office's website, www.state.gov/j/tip, as well as websites of U.S. embassies.

Anticipated Time of Award: In most cases, the TIP Office will award grant funds to successful applicants no later than September 30, 2014.

Reporting and Monitoring Requirements: Applicants selected for an award must meet the following reporting and policy requirements:

1. **Reporting Requirements:** Grantees are required to submit quarterly program progress and financial reports at pre-determined intervals throughout the project period and final reports 90 days after the close of the project period. Access to funds may be suspended if reports are late or incomplete.
2. **Grant Monitoring:** The TIP Office monitors and evaluates all funded projects. Grantees should expect to have their programs visited and reviewed by a Grants and/or Program Officer. On-site reviews include assessment of program and administrative effectiveness. Some

programs may be selected for independent evaluation, in addition to planned program monitoring.

Anti-Prostitution Policy and Requirements: The U.S. Government is opposed to prostitution and related activities, which are inherently harmful and dehumanizing, and contribute to the phenomenon of trafficking in persons. Consistent with the TVPA, grantees may be required to agree to the following conditions prior to a grant being awarded:

1. None of the funds made available herein may be used to promote, support, or advocate the legalization or practice of prostitution. Nothing in the preceding sentence shall be construed to preclude assistance designed to combat trafficking in persons, including programs for prevention, protection of victims, and prosecution of traffickers and others who profit from trafficking in persons, by ameliorating the suffering of, or health risks to, victims while they are being trafficked or after they are out of the situation that resulted from such victims being trafficked. The recipient shall insert this provision in all sub-agreements under this award.
2. An organization receiving funds for any program targeting victims of severe forms of trafficking must affirmatively state one of the following conditions, and shall also insert one of these provisions in all sub-agreements under an award. Either:

- “That it does not promote, support, or advocate the legalization or practice of prostitution and will not promote, support, or advocate the legalization or the practice of prostitution during the term of this grant.”

Or:

- “That it has no policy on prostitution and will remain neutral during the term of this grant.”

TVPA Requirement for Training of Trafficking Victim Assistance

Personnel: Any applicant seeking funding under this solicitation must be prepared to make the following certification in its full proposal:

- Applicant hereby certifies that, to the extent practicable, persons or entities providing legal services, social services, health services, or other assistance have completed, or will complete, training in connection with trafficking in persons.

Executive Order Strengthening Protections Against Trafficking in Persons in Federal Contracts: Any applicant's hiring process must be consistent with the U.S. government's position on preventing human trafficking among federal contractors, specifically:

- The Executive Order expressly prohibits federal contractors, subcontractors, and their employees from engaging in certain trafficking-related practices, such as misleading or fraudulent recruitment practices; charging employees recruitment fees; and destroying or confiscating an employee's identity documents, such as a passport or a driver's license.

U.S. National Action Plan on Women, Peace, and Security: Applicants are encouraged to review the goals of the U.S. National Action Plan on Women, Peace, and Security for their relevance to applications. In particular, Outcome 3.3 of the Plan provides guidance on efforts to combat trafficking:

- "Engage with international and/or civil society organizations to ensure that standard operational procedures are in place to prevent human trafficking, especially among refugees and internally displaced persons (IDPs), including appropriate assistance and procedures for unaccompanied minors, to identify potential trafficked persons, and to refer survivors to appropriate service providers. As appropriate, provide support to international and civil society organizations to set up emergency care services for trafficking survivors."

And:

- "Promote establishment of local coalitions or taskforces comprised of relevant government authorities and civil society organizations to combat human trafficking as part of the justice reform measures in post-conflict areas."

U.S. Department of State Policy on Disabilities: The United States Government has made a commitment to protect and advance human rights and fundamental freedoms for all people, including persons with disabilities. To that end, President Obama signed the Convention on the Rights of Persons with Disabilities (CRPD) on July 30, 2009, to ensure that every person living with a disability can benefit from the same access and protections, in the United States and abroad.

U.S. Department of State Policy on Lesbian, Gay, Bisexual, and Transgendered Individuals: In preparing applications, applicants are reminded that the Department’s priorities for advancing lesbian, gay, bisexual, and transgender (LGBT) equality abroad are to eliminate violence and discrimination based on sexual orientation, gender identity, and gender expression. Advancing the human rights of LGBT people, as with our support for other marginalized or vulnerable people, complements and reinforces other U.S. foreign policy priorities, including strengthening civil society, promoting the rule of law, supporting gender equality and advancing the status of women and girls, protecting refugees and asylum seekers, and furthering anti-trafficking efforts, among others. Due to these intersections, violations or abuses of the human rights of LGBT people often also have negative implications for other U.S. foreign policy priorities.

SOLICITATION DISCUSSION

The TIP Office has developed an online “Solicitation Presentation” (www.state.gov/j/tip) to provide an opportunity for organizations interested in applying for funding to hear about this request for SOIs. Organizations may submit questions. The questions and answers will be published and updated frequently on the TIP Office’s website (www.state.gov/j/tip).

CONTACT INFORMATION

- A. Please direct questions about the requirements of this Request for SOIs to Chelsea Lord at LordC@state.gov or Zach Winters at WintersZ@state.gov.
- B. For assistance with www.grantsolutions.gov please contact Customer Support at help@grantsolutions.gov or call 1-866-577-0771 (toll charges for international callers) or 1-202-401-5282. Customer Support is available 8 AM – 6 PM EST, Monday – Friday, except federal holidays. **Please note that November 11, 2013 is a federal holiday and the help desk will be closed.**
- C. For assistance with Grants.gov, please call the Contact Center at 1-800-518-4726 or email support@grants.gov. The Contact Center is available 24 hours a day, seven days a week, except federal holidays.